



CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 11/10/98
AGENDA ITEM 4
WORK SESSION ITEM _____

TO: Mayor and City Council
FROM: Council Member Henson
SUBJECT: Request for Disbursement from Special Travel Fund for City Related Travel

RECOMMENDATION:

That the City Council authorize the disbursement of funds for the purpose described in this request.

BACKGROUND:

As a member of the National League of Cities Liaison Public Safety & Crime Prevention Steering Committee I am required to attend a joint meeting of the National League of Cities and Public Technology Inc., being held in New Orleans, Louisiana from November 13-16, 1998.

I am requesting reimbursement of approximately \$700.00 for the necessary travel related expenses required to attend this meeting.

Thank you for your favorable consideration of this request.

Requested by:

A handwritten signature in black ink, appearing to read "Olden Henson", is written over a horizontal line.

Olden Henson, Council Member